


## Memorandum

**Date:** April 13, 2011  
**To:** Honorable Mayor and City Council Members  
**From:** Thomas M. Moton, Jr., Assistant City Manager   
**Subject:** Greenville Intermodal Transportation Center Progress Report

The Federal Transit Administration (FTA) is the lead agency on the City's Intermodal Transportation Center (ITC). Staff submitted the City's Intermodal Transportation Center's environmental report to the FTA on April 8, 2011. In addition to FTA's review of the EA, other federal and state agencies must review the report. The City must provide a 30-day period to permit public review of the EA and to receive written public comments. That period began on April 11 and ends on May 11, 2011.

You will find attached a copy of the public notice that was published in the Daily Reflector on April 11 and the notice will be published once again on April 18. A copy of the EA is provided for your convenience.

Interested persons have multiple opportunities to access and review the EA. Those opportunities include:

1. Internet access at the GREAT website ([www.greatnc.com](http://www.greatnc.com)) or using the following Internet link, [http://www.greenvillenc.gov/uploadedFiles/GreatNC/Greenville\\_ITC\\_EA\\_4-11-11.pdf](http://www.greenvillenc.gov/uploadedFiles/GreatNC/Greenville_ITC_EA_4-11-11.pdf)
2. City Clerk's Office – review copy
3. GREAT Transit Administrative Offices – review copy
4. Sheppard Memorial Library – review copy
5. Carver Branch Library – review copy
6. East Branch Library – review copy
7. Hard copy or Compact Disk (CD) copy are available upon written requests

In the March 18, 2011, Intermodal Transportation Center progress report, I provided you with an expected project milestone calendar. Currently, we are on schedule as the Notice of Availability (public comment period) was projected to be completed on April 11. There are still many uncertainties as it relates to the nature of the comments staff may receive after governmental agency review; depending upon those comments, more environmental work may be required.

The project milestones document has been updated and is attached. Contact me if you have any questions.

Attachments (2)

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**City of Greenville Intermodal Transportation Center**

**Intermodal Transportation Center Expected Milestones – Updated 4/13/11/17/2011**

<b>Expected Milestones</b>	<b>Expected Date</b>
Draft Environmental Assessment to FTA	March 18, 2011 - <b>Completed</b>
Receive FTA's Environmental Assessment Comments	March 28, 2011- <b>Completed</b>
Submit Environmental Assessment to FTA	March 31, 2011 - <b>Completed</b>
FTA approves and signs Environmental Assessment	April 6, 2011 – <b>Completed</b>
Receive FTA approval to submit application to extend earmark deadline	April 7, 2011 – <b>EA under review</b>
EA 30 day Public Comment period begins (Notice of Availability issued)	April 11, 2011 – <b>In-progress</b>
Complete Finding of No Significant Impact (FONSI) and submit to FTA	May 30, 2011
Issue RFP for property appraisal update	May 2011
FTA approves FONSI and City obtains record of decision	June 10, 2011
Select Property Appraiser	June 15, 2011
Update property appraisals	July/August 2011
Contact property owners - intent to acquire property	September 2011
Contact residents about rights under the Federal Uniform Relocation Act	September 2011
Initiate Acquisition Process	October 2011
Prepare and issue Request for Proposals for Architectural/Engineering Services and Design of ITC and to facilitate Public Input	October 2011

## City of Greenville Intermodal Transportation Center

<b>Expected Milestones</b>	<b>Expected Date</b>
Award RFP for Architectural/Engineering Services	Jan 2012
Convene ITC Steering Committee	Jan 2012
Public Input	Ongoing per consultant proposal
Receive 50% preliminary design and present to City Council, Historic Preservation Commission, Greenville Bicycle and Pedestrian Commission, Public Transportation and Parking Commission, and Redevelopment Commission for comments	June 2012
Complete property acquisition process	June 2012
City Council and Steering Committee review and comments on final design	October 2012
Complete Design Documents	December 2012
<i>The below milestones are subject to the timing of the receipt of federal construction funds.</i>	
Issue construction bids	December 2012
Award construction contracts	March 2013
Construction schedule to be developed with firm awarded bid	April 2013